



**City of Rockville**  
**Dept. of Community Planning & Development Serv.**  
Inspections Services Division  
111 Maryland Ave. • Rockville, MD 20850-2364 • 240-314-8240

Application Date: \_\_\_\_\_  
Building Permit Number BLD20 \_\_\_\_ - \_\_\_\_  
Is this property owner occupied? ☐ Yes ☐ No  
Variance/Special exception required? ☐ Yes ☐ No  
Application No.: \_\_\_\_\_

## Residential Building Permit Application

PLEASE PRINT CLEARLY OR TYPE	PROPERTY ADDRESS		
	NUMBER, STREET, & ZIP	SUBDIVISION NAME	
ARCHITECT	COMPANY	MAILING ADDRESS — NUMBER, STREET, CITY, STATE, AND ZIP CODE	
	LAST FIRST	MD State Reg. #	
APPLICANT	LAST	TELEPHONE NUMBER	
	FIRST		
CONTRACTOR	COMPANY		
	LAST FIRST	MD State Lic. # Exp. Date	
ENGINEER	COMPANY		
	LAST FIRST	MD State Reg. #	
PROPERTY OWNER	COMPANY		
	LAST FIRST		

### TYPE OF IMPROVEMENT

- ☐ Deck  
☐ Addition  
☐ Garage  
☐ Alteration  
☐ Repair  
☐ Demolition  
☐ Other: \_\_\_\_\_

### PRINCIPAL TYPE OF FRAME

- ☐ Masonry  
☐ Wood Frame  
☐ Other \_\_\_\_\_

### BUILDING OWNERSHIP

- ☐ PVT Private-taxable  
☐ PVE private-tax exempt  
☐ FED Public-Federal  
☐ ST Public-State  
☐ CO Public-County  
☐ CTY Public-City

### OTHER REQUIRED PERMITS:

- ☐ Plumbing  
☐ Mechanical/Equipment/Ductwork DIF  
☐ Electrical  
☐ Gas

### SETBACKS FROM PROPERTY LINE TO NEW STRUCTURE

Front: \_\_\_\_\_ ft.  
Left: \_\_\_\_\_ ft.  
Right: \_\_\_\_\_ ft.  
Side Street: \_\_\_\_\_ ft.  
Rear: \_\_\_\_\_ ft.

### PROJECT DESCRIPTION (MUST COMPLETE)

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

### NEW BUILDING/STRUCTURE SIZE:

Width: \_\_\_\_\_ ft.  
Depth: \_\_\_\_\_ ft.  
Height: \_\_\_\_\_ ft.  
Stories: \_\_\_\_\_ ft.

**BASEMENT:** \_\_\_\_ Finished  
\_\_\_\_ Unfinished \_\_\_\_ None

### AREAS

Total Existing Floor: \_\_\_\_\_ sf.  
Total Floor New: \_\_\_\_\_ sf.  
Total Land: \_\_\_\_\_ sf.  
Under Constr: \_\_\_\_\_ sf.  
Roof/Overhang: \_\_\_\_\_ sf.

### ESTIMATED COST

Construct: \$ \_\_\_\_\_  
Electric: \$ \_\_\_\_\_  
Plumbing: \$ \_\_\_\_\_  
Mech./Heating-A/C: \$ \_\_\_\_\_  
Total: \$ \_\_\_\_\_

### TYPE OF HEAT?

Will new ductwork be installed?  
☐ Yes ☐ No

I hereby certify that I have the authority to make the foregoing application, that the application is correct, and that the construction shall conform to the regulations in the Building Code, the Zoning Ordinance, all other codes and regulations or private building restrictions, if any, which may be imposed on the above property by deed. The granting of a permit does not presume to give authority to violate or cancel the provisions of any other state or local law regulating construction or the performance of construction. I have read and understood the "Permit Conditions" listed on the back of this page.

Applicant's Name (Please print) \_\_\_\_\_ Title \_\_\_\_\_

Signature of Applicant \_\_\_\_\_

Date \_\_\_\_\_

Daytime Phone Number \_\_\_\_\_

## PERMIT CONDITIONS

1. **APPROVED PLANS, WITH COMMENTS, MUST BE RETAINED ON THE JOB UNTIL THE FINAL INSPECTION HAS BEEN MADE. NO BUILDING SHALL BE OCCUPIED UNTIL ALL REQUIRED FINAL AND OCCUPANCY INSPECTIONS HAVE BEEN MADE WHERE APPLICABLE. NO INSPECTION WILL BE MADE WITHOUT THE APPROVED PLANS ON THE JOB SITE.**
2. This permit conveys no right to occupy any street, alley or sidewalk or any part thereof, either temporarily or permanently. Encroachments on public property not specifically permitted under the building code, must be approved by the City. Street or alley grades as well as depth and location of public sewers may be obtained from the Department of Public Works - City Engineers Office. The issuance of this permit does not release the applicant from the conditions of any applicable subdivision restrictions.
3. The City of Rockville reserves the right to reject any work which has been concealed or completed without first having been inspected and approved for compliance to various codes by the Inspection Services Division.
4. Any deviation from the approved plans must be authorized by the approval of revised plans subject to the same procedure established for the examination of the original plans. This revision approval must be obtained prior to the proposed changes being made in the field.
5. Permits become invalid if construction work is not started within six months from date permit is issued. If work does not continue to progress, the permit will become invalid six months after the last inspection made.
6. All items noted on the job inspection record must be approved and signed by the appropriate agencies and the City. It will be the owner's and/or contractor's responsibility to see that the various inspections are called for and approved.
7. Approval of these plans and/or specifications by the Inspection Services Division SHALL NOT necessarily mean that these plans or specifications, are in full compliance with the City of Rockville Building Code and other laws or Ordinances. The ARCHITECT/DESIGNER or ENGINEER certifying these plans is charged with responsibility for the compliance of the plans with the Building Code and other Laws and Ordinances. Issuance of a permit does not constitute a waiver or variance from any law or ordinance governing this construction.  
The issuance of a permit shall not prevent the Building Inspector from thereafter requiring a correction of error or violation in plans or construction. The architect or engineer shall file a verified report at completion of construction that the structure has been erected in accordance with the approved plans and all applicable ordinances. All reports shall bear the seal signed by the Architect/Engineer. (No photo copy)
8. Approval of application and issuance of a building permit does not supersede any required approvals by an architectural review committee for residential properties with restrictive covenants.
9. The applicant, owner, and/or operator of the property address under this permit, hereby consents to all necessary inspections made by the City of Rockville to enforce all existing codes, ordinances, and/or regulations of the City of Rockville.
10. This permit does not relieve the owners, or any person in possession or control of the building, from obtaining such other permits or licenses as may be prescribed by law for the uses or purposes for which the building is designed or intended; nor from complying with any lawful order issued the object of maintaining the building in a safe or lawful condition.
11. Construction dumpsters must be placed on private property unless a permit is secured from Inspection Services for a dumpster in the public right-of-way.

Any individuals with disabilities who would like to receive the information in this publication in another form may contact the ADA Coordinator at 240-314-8100; TTY 240-314-8137.

Cualquier persona incapacitada que desea recibir la información de esta publicación en alguna otra forma puede comunicarse con el coordinador de ADA en el teléfono 240-314-8100; TTY 240-314-8137.